



City of Naperville

400 S. Eagle Street
Naperville, IL 60540

Meeting Minutes - Draft

Historic Preservation Commission

Thursday, March 28, 2024

7:00 PM

Meeting Room A and B

TO PROVIDE LIVE PUBLIC COMMENT, TESTIMONY, OR TO CROSS-EXAMINE WITNESSES DURING THE MEETING: To address the Historic Preservation Commission (HPC) in-person during the meeting in Meeting Room B, members of the public will be called on during the meeting by the Chairman.

TO SUBMIT WRITTEN COMMENTS OR MATERIALS:

1. You may submit written comments to planning@naperville.il.us in advance of the meeting. (Please note, because emailed written comments are available for advance review by the HPC, they will not be read into the record during the HPC hearing).

Below are the deadlines for written comments provided in advance of the meeting:

- Written comments received by 5:00 p.m. the Thursday before the meeting, will be included in the meeting packet sent to the HPC. This meeting packet is also posted on the City's website.
- Written comments received after 5:00 p.m. the Thursday before the meeting, through 5:00 p.m. the day before the meeting, will be emailed directly to the HPC, but will not be included in the HPC packet or posted online.
- Written comments received after 5:00 p.m. the day before the meeting, will be added to the case file.

PUBLIC ACCOMMODATION:

Any individual who may require an accommodation to listen to or participate in the meeting should contact the Community Services Department at (630) 305-5300 as soon as possible, but no later than by 5 p.m. on the day of the meeting.

PARTICIPATION GUIDELINES:

The citizen participation guidelines are outlined in 1-5-6-6: - CITIZEN PARTICIPATION of the Naperville Municipal Code.

- **ALL VIEWPOINTS AND OPINIONS WELCOME:** All viewpoints are welcome, positive comments and constructive criticism are encouraged. Speakers must refrain from harassing or directing threats or personal attacks at Commission members, staff, other speakers or members of the public. Comments made to intentionally disrupt the meeting may be managed as necessary to maintain appropriate decorum and allow for city business to be accomplished.
- The HPC will call on you at the appropriate time during the meeting to speak. Once you are called on, you may identify yourself for the public record and address remarks to the Historic Preservation Commission as a whole. Speak clearly and try to limit remarks directly to the matter under discussion.

A. CALL TO ORDER:**B. ROLL CALL:**

Present 5 - Michael D Brown, Paul Deffenbaugh, Rick Fawell, Patricia O'Brien, and James Wills

Absent 4 - Patrick Kelly (non-voting), Chris Santucci, Robert Sanchez , and Andrea Field (non-voting)

C. PUBLIC FORUM:**D. OLD BUSINESS:****E. CERTIFICATE OF APPROPRIATENESS****1. [Consider the Certificate of Appropriateness \(COA\) for 124 S Loomis Street - COA 24-0533](#)**

The petitioners, Architect Tom Ryan, together with the homeowners David and Sondra Ladd, gave their testimony.

There were no public speakers on this matter.

The Commission asked whether the existing windows would remain. The petitioner confirmed.

The Commission also inquired about details of the proposed eave brackets. Mr. Ryan explained that the brackets will have a simple design and match the brackets that are proposed to be installed on the covered front porch.

A motion was made by Commissioner O'Brien and seconded by Commissioner Fawell to approve COA 24-0533, allowing a two-story addition to a secondary façade that is visible from the right-of-way, a new covered front porch, new entryway roof, and removal of the existing fireplace chimney on the principal structure at 124 S Loomis St.

Aye: 5 - Brown, Deffenbaugh, Fawell, O'Brien, and Wills

Absent: 4 - Councilman Kelly (non-voting), Chairman Santucci, Sanchez, and Field (non-voting)

F. REPORTS

1. [Approve the Minutes for the January 25, 2024, Historic Preservation Commission meeting.](#)

A motion was made by Commissioner Fawell and seconded by Commissioner Deffenbaugh to approve the Minutes of the January 25, 2024, Historic Preservation Commission meeting.

Aye: 5 - Brown, Deffenbaugh, Fawell, O'Brien, and Wills

Absent: 4 - Councilman Kelly (non-voting), Chairman Santucci, Sanchez, and Field (non-voting)

G. NEW BUSINESS:

Commissioner Deffenbaugh introduced new business.

Commissioner Deffenbaugh referenced the Historic Preservation Commission's decision on the COA request at 223 Center Street (COA's 23-3770 and 23-4821), specifically the suggestion to include a contractor with historic preservation experience to work on the project. The Commission believes that conflicts throughout the project may have been mitigated if their team had previous experience with historic preservation. Commissioner Deffenbaugh noted an opportunity to include this requirement for large room additions or major remodeling projects in the Local Historic District.

Commissioner Deffenbaugh discussed a second topic of new business. There may be distressed and neglected properties in the Local Historic District that the Commission or City staff are not aware of. Being proactive by identifying and addressing the challenges with these homes prior to the submittal of a Certificate of Appropriateness application may allow those involved to understand the scope of work needed to renovate and refurbish a home. Commissioner Deffenbaugh proposed collecting data on homes in massive disrepair and those that have been vacant for an extended period.

The Commission requested that staff research requiring a standard of historic preservation experience for large room additions or major renovations in the Local Historic District, how to define "large" room additions and "major" renovations, the possibility of requiring a resume from contractors, determine what type or how much experience would be sufficient, the work that this would incur on staff, and the process of approval by City Council. Additionally, staff were directed to discuss the likelihood of initiating a new survey throughout the Local Historic District, what this would require, and whether this type of survey is feasible financially and practically.

Additionally, there was interest from the Commission for applicants to provide

more information through detailed drawings and models, specifically, a three-dimensional model of the proposed improvements may assist the HPC in decision-making. The Commission requested that staff investigate revising the COA application to require a 3D model for large or major projects to display different perspectives.

The HPC shared their interest in commissioner training, historic preservation workshops, and encouraging more discussion between the Commissioners at meetings.

A motion was made by Commissioner Deffenbaugh and seconded by Commissioner Fawell to approve the new business to be added to the upcoming agenda for a formal discussion.

Aye: 5 - Brown, Deffenbaugh, Fawell, O'Brien, and Wills

Absent: 4 - Councilman Kelly (non-voting), Chairman Santucci, Sanchez, and Field

H. ADJOURNMENT:

A motion was made by Commissioner Fawell and seconded by Commissioner O'Brien to adjourn the March 28, 2024, Historic Preservation Commission Meeting at 7:28 pm.

Aye: 5 - Brown, Deffenbaugh, Fawell, O'Brien, and Wills

Absent: 4 - Councilman Kelly (non-voting), Chairman Santucci, Sanchez, and Field